

Minutes of the Neighbourhood Plan Steering Group (NPSG)

Virtual Meeting via Zoom on Tuesday 20th April at 7.30pm

Present: NPSG Members: Alison Alexander (Chair), Mike Loverock, Ian Catherall, Bruce Thorogood; Cheryl Loverock joined at no. 7

Attending: Karen Smith (Clerk)
and 1 Member of the Public

1) Parishioners Time

More detail on the content of the recent landowners' update letter was asked for. It was clarified that the letter outlined the decision to allocate in Landscope, but not in Staverton and why, but assessment of all sites will be appended to the Plan. *The Parishioner raised Site 16.* The landowner's feedback to the NPSG is 'he would not be developing that field, at the moment'.

2) Apologies

Andrew Mogford, Tom Lowry and Ed Vidler.

3) The minutes from the last meeting on 29/03/21 were approved.

4) Matters Arising

The beginning section still needs finalising – **next agenda**. Alison awaits response from SHDC over costs. 2011 census info does not give a breakdown of who works from home, nor where their employment is located i.e. in/out of Parish; nor did the NPSG Survey ask these questions.

5) Declaration of Interests and Dispensations relating to particular Sites

- Alison Alexander (Chair) declared a financial interest in Site 8.
- Ian Catherall declared a financial interest in Site 4.
- Bruce Thorogood declared a personal interest in Site 13, being his next neighbour; also in Site 8, being across the road (non visual); and also in Site 10, being across the valley (visual).

6) Finance

- The End of Year Grant Return in respect of NPG-11730 has been submitted. The Clerk will return the £2787.97 unspent to Locality.
- Prior to this meeting, funds of £410.90 are available for NPSG use in the PC ring-fenced account.
- Figures required for the next grant application still to be addressed – **next agenda**.

7) Maps to do – green space/listed buildings/boundaries

The following was agreed:

- there should be a link to the heritage listed buildings map as it is too onerous to download in printable form.

- a list of heritage listed buildings should be included.
- boundaries need to be revisited – **Alison to ask Tom to do a map and present to the NPSG by email for discussion and agreement on the next agenda.** The map should show the zones for development proposed within the sites.

8) List of Businesses in the Parish

Mike presented a list following an active company search, which was edited live to remove those that the NPSG were aware were now inactive. The list was not comprehensive – many farms and building businesses were not included due to trading as partnerships or sole traders. The Dart Bridge Inn was added. The NPSG need to decide what to do with this list – whether to include the detail, or just supply a number. Section 5.3 under Business was edited live with Census figures. **Section 5.4 needs the no. of businesses.**

9) Setting the Boundaries – waiting for Tom

10) Lee's list of items we need pre reg 14

- Statement of Basic Conditions – **Alison to address (next Agenda)**
- Statement of Consultation – Duncan has sent list of who has to be sent to.
- Evidence needed to support the Plan – available on WeTransfer or USB. At some stage, NPSG need to run through all folders. **Alison to draft a statement of why sites have not been allocated in Staverton, then group input.**
- Any Strategic Environmental Assessment and/or Habitats Regulations Assessment - **Tom to assist with BAT Surveys etc**
- Monitoring Report to help judge the effectiveness of the Plan over time.

11) Correspondence

Bruce outlined his email to the group regarding designating an area of Staverton as a non designated heritage area and applying certain development conditions – others felt that statements made in the Plan should be blanket statements for the Parish. Bruce to get a better understanding of what powers such an approach might come with and bring back. Nobody wants anything to delay completion of the Plan.

12) Date & form of next meeting – Tuesday 11th May 7.30pm via Zoom.

As well as items covered above, agenda to look at date/venue for Open Meeting.

Meeting closed 8.50pm

Karen Smith, Clerk